

EVENT MANAGEMENT

Awareness of event

- ☐ Witnessed
- ☐ Alleged
- ☐ Injury of unknown source
- ☐ Any suspicion that abuse/neglect has occurred

Immediate Action

- ☐ Protect from further harm
- ☐ Medical attention, including 911 if indicated
- ☐ Notify RN, Physician, and/or local law enforcement as indicated
- ☐ Preserve evidence
- ☐ Notify Administrator (Administrator may need to suspend employee/s until investigation completed)
- ☐ Notify POA and/or family per resident's service plan and/or agreement

Immediate Reports

- ☐ Call Local Ombudsman
- ☐ Call Local Adult Protective Services
- ☐ Call State Licensure Bureau (444-2676)

Begin Investigation Of Incident

- ☐ **Complete** incident report or resident file documentation per facility policies
- ☐ **Document** actions taken and outcome, as indicated

“Does this Incident fit under the definition and regulations for elder abuse and/or neglect?”

YES or Don't Know

NO

Facility Abuse Investigation

- ☐ Create investigation file
- ☐ Start investigation log
- ☐ Conduct interviews
- ☐ Review documents
- ☐ Obtain photos, if indicated
- ☐ Document findings
- ☐ Complete investigation
- ☐ Document conclusions and corrective action taken
- ☐ Send summary of report to Licensure Bureau, local Ombudsman and APS worker
- ☐ Send report to local law enforcement, if indicated

Document reason it does not

- ☐ Complete investigation & document a summary conclusion
- ☐ Send summary to Licensure Bureau, local Ombudsman and APS worker

Follow facility policy regarding incident reviews

KEEP IN MIND: Trends & patterns of events may lead to suspicion of abuse or neglect, requiring further investigation.

Staff & or Administrator

ADMINISTRATOR or DESIGNEE